

Executive Registry

78-9707/1

26 JUL 1978

DD/A Registry

78-2971/1

MEMORANDUM FOR: Deputy Director for Administration
Director, National Foreign Assessment Center
Deputy Director for Operations
Deputy Director for Science and Technology
Director, Equal Employment Opportunity
Director, Public Affairs
General Counsel
Legislative Counsel
Inspector General
Comptroller


DD/A Registry
File *Appropriations
+ Budget*

SUBJECT : Control of Year-End Buying

REFERENCE : President Carter's Memorandum for the Heads of
Executive Departments and Agencies,
dtd. 19 July 1978, Same Subject

The referent from President Carter (copy attached) addresses a problem of continuing concern, and one which I feel deserves attention by all Agency managers. I expect full compliance with both the spirit and intent of the President's memorandum. Toward this end, you should take steps to minimize year-end buying to the extent possible and should ensure that obligations for the fourth quarter of the current fiscal year are incurred for only those items and activities that are essential to the continuing operations of the Agency.

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STANSFIELD TURNER
Director

Attachment:
As Stated

Executive Registry
78-9707

THE WHITE HOUSE
WASHINGTON

July 19, 1978

DB/A Registry
78-2971

MEMORANDUM FOR THE HEADS OF

EXECUTIVE DEPARTMENTS AND AGENCIES

As I did at the end of last fiscal year, I again ask you to help me make sure we continue to use funds wisely. Prevention of unneeded or unwise Federal Government spending is more important than ever in this time of high inflation. Please, therefore, tell your staff not to spend or obligate funds for the sole or even primary purpose of keeping them from lapsing.

Nor should they speed up spending to avoid a shortfall that would occur solely, or even primarily, because earlier outlay estimates were too optimistic. Funds should be used only for clear and desirable program purposes.

Please issue instructions assuring that:

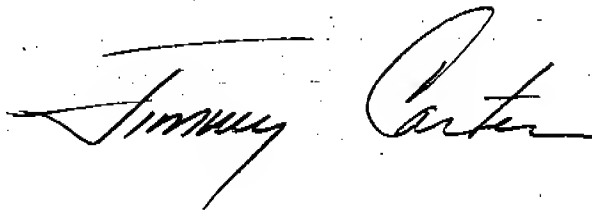
- obligations for the fourth quarter of the fiscal year are no higher than for the third quarter, except where seasonal requirements, essential program objectives, or procurement lead-times justify a higher level, or where more money is needed to restore program slippages to approved levels;
- orders for supplies, materials, and equipment are no more than needed to meet approved program needs;
- purchases are managed so that inventories do not exceed optimal levels;
- contracts for goods or services (for delivery extending into the next fiscal year) are let only when doing so will result in lower cost to the Government; and

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RECORD COPY

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-- no purchases are made to compensate for what otherwise would be an outlay shortfall. Resist the temptation to buy and pay for lower priority items to make up for over-optimistic outlay estimates.

I count on your full cooperation and personal attention to save the taxpayers as much money as possible.

A handwritten signature in cursive script, reading "Jimmy Carter". The signature is written in dark ink on a light background.

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Washington, D.C. 20505

15 June 1978


Dr. Joshua N. Taylor
Director
National Collection of Fine Arts
8th and G Streets, N.W.
Washington, DC 20560

Dear Dr. Taylor:

On behalf of the Central Intelligence Agency, I want to thank you for making available to us the services of your exhibition designer, Mr. Val Lewton, to hang the paintings which were loaned to us from the Vincent Melzac Collection. Mr. Lewton's taste and judgment have helped immeasurably to create an impressive showing of the works by contemporary painters, most of whom are members of the Washington Color School. The Acting Chairman of the Fine Arts Commission is writing separately to thank Mr. Lewton personally.


I hope you will visit us one day to view Mr. Lewton's work and share our pleasure. Again, many thanks.


Sincerely,


John F. Blake
Acting Deputy Director

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Orig - Dr. Taylor w/att
① - DDCI w/att
1 - Exec Reg w/att
1 - FAC Misc file
1 - DDA *sub*

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Attachment: Letter from  to Lewton

STATINTL

Mr. Val Lewton
Office of Exhibition and Design
National Collection of Fine Arts
8th and G Streets, N. W.
Washington, D. C. 20560

Dear Mr. Lewton:

On behalf of my colleagues at the Central Intelligence Agency, and especially the members of the Agency's Fine Arts Commission, I want you to know how very grateful we are for your excellent advice in the re-hanging of the contemporary paintings which the Vincent Melzac Collection has made available to us. Your taste and judgment have succeeded in bringing out the individual qualities of each picture while at the same time providing a balance and harmony to the collection as a whole. Thanks to you, we believe we have a most impressive showing of works by contemporary painters, largely those of the Washington Color School. The pictures as now hung give pleasure to all who work at and visit the CIA headquarters building.

Let me repeat again the grateful thanks of all of us.

Sincerely,



Acting Chairman
Fine Arts Commission

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Orig - Mr. Lewton
1 - FAC Misc file

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